

Honorable Joel B. Rosenthal
(Visiting Judge from Worcester, Massachusetts)
824 Market Street
3rd Floor, Multi-Purpose Room
Wilmington, Delaware 19801

Courtroom Deputy/Scheduling: Nancy Hunt (302-252-2883)

All matters are heard in Multi-Purpose Room, 3rd Floor, 824 Market Street

1. All matters regarding Delaware cases assigned to the Judge are to be handled through the Judge's Delaware staff.
2. **Nothing** is to be sent to Massachusetts unless the Judge directs otherwise. In those instances where the documents are specifically requested by the Judge, the Judge's deputy in Delaware must be notified immediately of the transmissions.
3. **Nothing** is to be sent by facsimile to chambers, Massachusetts **OR** Delaware, unless specifically directed.
4. **Hearing Binders** : Agendas and binders including all papers relating to all agenda items shall be submitted **by 12 Noon seven business days prior** to the hearing. All agenda letters are to be electronically filed with the Clerk of the U.S. Bankruptcy Court and must be e-mailed in .pdf format to Nancy_Hunt@deb.uscourts.gov. No additions or corrections to the binder or the agenda will be permitted past this seven day deadline. Binders related to fee applications must be submitted **two weeks** prior to hearing. No proofs of service should be included in binders.
5. All matters shall be scheduled so that the date for filing a response or responsive pleading conforms to the binder requirement set forth in paragraph 4.
6. Motions, opening briefs and responding briefs in all adversary proceedings and contested matters **shall be no longer than 15 pages in size 12 font**. Briefs that exceed these page limits will be stricken or not read.
7. All proceedings and hearings before the Court will be heard on the assigned dates in the Delaware Bankruptcy Court unless otherwise scheduled by the court. **No hearings will be continued or rescheduled unless an appropriate motion and proposed order** have been filed with the Clerk of the Bankruptcy Court in Delaware at least seven days before the scheduled hearing date. If there are matters which, of necessity, must be heard on a day other than when Judge Rosenthal is sitting in Wilmington, Judge Rosenthal may consider hearing such matter by videoconference or telephone. A request for such hearing must be made in writing and submitted to Judge Rosenthal's Delaware staff. Such requests will not be routinely granted.

8. The Judge's Delaware staff must be notified immediately if the omnibus hearing is expected to last longer than one hour **or if an evidentiary hearing will be held.**
9. Attorneys wishing to participate in hearings by telephone must file a motion requesting a telephonic appearance no later than five (5) calendar days prior to the scheduled hearing date. A hard copy of the motion must be hand delivered to Nancy Hunt, the Judge's deputy. **If a party is the moving party or has filed a response or objection, that party must appear in person.**
10. **Fee Applications:** All fee applications will be considered in accordance with the respective Administrative Order entered in each case and under the Local Rules for the U.S. Bankruptcy Court for the District of Delaware. Accordingly, orders will only be signed for interim fee applications (quarterly applications). Hearings for interim applications will be scheduled on omnibus hearing dates and the date for hearing must be approved by the Judge's deputy at least a month prior to the hearing. All interim fee applications (quarterly applications) will be heard on one date. Detailed fee applications shall be submitted with the interim applications. Even in the absence of any objection to a fee application, a representative of the Applicant who is familiar with the services rendered and costs incurred by the Applicant shall appear in person at such hearing in support of the Application unless such person is not local to the Court, in which event, such person shall make prior arrangements with the Judge's courtroom deputy in Delaware to participate by telephone conference.
11. **Emergency Motions:** All emergency motions must be emailed in .pdf format to **Nancy_Hunt@deb.uscourts.gov** and a hard copy of the same delivered to Delaware chambers. Counsel requesting emergency hearings that cannot be heard during the Court's normal business hours should be prepared to provide the Court and all necessary parties with a dial-in telephone number and access code and may be required to provide a court reporter for the hearing.

Modified: 11/4/03 (vw); 1/14/04 (vw)